



AMENDED CHARTER
CELL DEVELOPMENT AND FUNCTION INTEGRATED REVIEW GROUP
(formerly Cell Development and Function Initial Review Group)

PURPOSE

The Secretary of Health and Human Services (Secretary) is authorized under Section 301 of the Public Health Service (PHS) Act, as amended (42 U.S.C. 241), to conduct and support through grants, cooperative agreements, and contracts, research relating to cellular, developmental and molecular biological aspects of all prokaryotic and eukaryotic organisms, including humans. In addition, the Secretary is authorized under Section 487 of the PHS Act, as amended (42 U.S.C. 288), to support research and research training through National Research Service Awards.

The Cell Development and Function Integrated Review Group (Integrated Review Group) reviews grants and cooperative agreement applications and contract proposals for research relating to cellular, molecular, and developmental biology of all organisms, including the molecular, cellular and developmental bases of normal and abnormal cell processes. Areas of international relevance are also within the purview of the Integrated Review Group.

AUTHORITY

42 U.S.C. 282 (b) (6), Section 402 (b) (6) of the PHS Act, as amended. The Integrated Review Group is governed by the provisions of the Federal Advisory Committee Act, as amended (5 U.S.C. Appendix 2), which sets forth standards for the formation and use of advisory committees.

FUNCTION

The Integrated Review Group shall advise the Director, National Institutes of Health (NIH), and the Director, Center for Scientific Review (CSR), on the scientific and technical merit of applications for grants-in-aid for research, research training or research-related grants and cooperative agreements, or contract proposals relating to cellular, molecular, and developmental biology of all organisms, including the molecular, cellular and developmental bases of normal and abnormal cell processes. Areas of international relevance are also within the purview of the Integrated Review Group.

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CID # 1877*

The members shall survey as scientific leaders, the status of research and research training in their fields.

As necessary, the Integrated Review Group and its subcommittees shall seek advice from special consultants; assemble ad hoc working groups; and convene conferences, workshops, or other activities.

STRUCTURE

Members, the Chair, and the Chairs of its subcommittees shall be selected by the Director, NIH, or designee, from authorities knowledgeable in the various disciplines and fields relating to cellular, molecular, and developmental biology of all organisms, including the molecular, cellular and developmental bases of normal and abnormal cell processes. Areas of international relevance are also within the purview of the Integrated Review Group.

Members shall be invited to serve for overlapping terms of up to four years; the term for a member who is to serve as Chair may include a fifth year.

As necessary, standing and ad hoc subcommittees of the Integrated Review Group, composed of members from the parent committee, may be established to perform specific functions within the Integrated Review Group's jurisdiction. The Department Committee Management Officer shall be notified upon establishment of each standing subcommittee and shall be provided information on its name, membership, function, and estimated frequency of meetings.

The Chair of a subcommittee may be designated as Chair for the Integrated Review Group as a whole. Upon approval by a subcommittee Chair, the advice of a subcommittee shall be considered the advice of the Integrated Review Group.

A member of one subcommittee may serve as a voting member of other subcommittees when that member's expertise is required and shall be counted in determining the presence of a quorum. Additionally, a member of this Integrated Review Group may serve as a voting member of any other CSR Integrated Review Group; however, that member will not be counted in determining the presence of a quorum.

The permanent membership of the Integrated Review Group may be supplemented at any meeting through temporary members who have experience or expertise in the fields and disciplines related to the Integrated Review Group's function and are appointed to review some or all of the applications considered at that meeting. Notification to the prospective temporary member from the Designated Federal Official that the individual is to attend the meeting shall constitute a temporary appointment to the committee for purposes of that meeting, and the individual shall have all the rights and obligations of committee membership at that meeting, including the right to vote on recommendations in which the individual fully participated as a reviewer. Temporary members will be included in the tracking of reviewers with respect to geographical distribution and ethnic and gender representation to ensure that appropriate balance

of members' perspectives may be maintained. Temporary members shall not count toward a quorum.

A quorum for the conduct of business by the full Integrated Review Group is five members. A quorum for each subcommittee shall be five members.

Management and support services shall be provided by the review divisions in CSR.

MEETINGS

The full Integrated Review Group shall meet in plenary session, as necessary, as called by the Chair with advance approval of a Government official, who shall approve the agenda. Meetings of the subcommittees shall be held approximately three times a year at the call of the Chair, with the advance approval of a Government official who shall also approve the agenda. A Government official shall be present at all meetings of the Integrated Review Group and of its subcommittees.

Meetings shall be open to the public except as determined otherwise by the Secretary. Notice of all meetings shall be given to the public.

Meetings shall be conducted and records of the proceedings kept as required by applicable laws and Departmental policies.

COMPENSATION

Members shall be paid at the rate of \$200 per day, plus per diem and travel expenses in accordance with Standard Government Travel Regulations. Members who are full-time officers or employees of the United States shall not receive compensation for service on the Integrated Review Group.

ANNUAL COST ESTIMATE

The estimated annual cost for operating the Integrated Review Group, including compensation and travel expenses for members, but excluding staff support, is \$435,328. The estimate of annual person-years of staff support required is 8.4, at an estimated annual cost of 680,010.

REPORTS

In the event a portion of a meeting is closed to the public, a report shall be prepared which shall contain as a minimum, a list of members and their business addresses, the Integrated Review Group's functions, dates, and places of meetings, and a summary of Committee activities and recommendations made during the fiscal year. A copy of the report shall be provided to the Department Committee Management Officer.

ESTABLISHMENT DATE

January 3, 1994

TERMINATION DATE

Continuing

APPROVED

[Faint handwritten signature]

Date

Harold Varmus

Director, NIH



CHARTER

National Institutes of Health
Bethesda, Maryland 20892

CELL DEVELOPMENT AND FUNCTION INITIAL REVIEW GROUP

PURPOSE

The Secretary of Health and Human Services is mandated under Section 301 of the Public Health Service Act, as amended (42 U.S. Code 241) to make grants-in-aid for research projects relating to health. In addition, Section 487 of the Public Health Service Act, as amended (42 U.S. Code 288) authorizes the support of research and research training through National Research Service Awards.

This Initial Review Group reviews grant and cooperative agreement applications and contract proposals for research projects and for research and training activities in the areas of research involving all cellular, developmental, and molecular biological aspects of all prokaryotic and eukaryotic organisms, including humans.

AUTHORITY

42 U.S. Code 282(b)(6), Section 402(b)(6) of the Public Health Service Act, as amended. This Initial Review Group is governed by the provisions of Public Law 92-463, as amended (5 U.S. Code Appendix 2), which sets forth standards for the formation and use of advisory committees.

FUNCTION

The Cell Development and Function Initial Review Group shall advise the Director, National Institutes of Health (NIH), regarding applications for grants-in-aid for research, research training, or research-related grants and cooperative agreements, or contract proposals relating to all areas of cellular and molecular biology, but not limited to, cell structure and function, developmental biology of all organisms, and its molecular and cellular bases of normal and abnormal cell processes. Areas of international relevance are also within the purview of the review group.

The members of this Initial Review Group shall survey, as scientific leaders, the status of research and research training in their fields.

STRUCTURE

Members, the Chair, and the Chairs of subcommittees shall be selected by the Director, NIH, from authorities knowledgeable in the various disciplines and fields described in the FUNCTION statement.

Members shall be invited to serve for overlapping terms of up to four years; the term for a member who is to serve as Chair may include a fifth year.

There shall be subcommittees, referred to as study sections, under this Initial Review Group as needed, composed of members of the parent committee, each consisting of approximately 20 members. Under this Initial Review Group would be included study sections such as Biological Sciences, Cellular Biology and Physiology, International and Cooperative Projects, Molecular Cytology, Molecular Biology, and Human Embryology and Development. A member of one study section may serve as a voting member of the other study sections when his or her expertise is required. Approximately 130 members will be used each year.

NIH REVIEWERS RESERVE

On a meeting-by-meeting basis, the membership of the Initial Review Group and its study sections may be supplemented as necessary with members of the NIH Reviewers Reserve (NRR), but the NRR members shall be limited to no more than one-half the quorum of the membership of the Initial Review Group or one-half the quorum of the study section. When participating as members of the Initial Review Group or study section, members of the NRR shall have all the rights, privileges and obligations (including voting on motions and assigning priority ratings) as regular members. However, they shall not be counted in determining the presence of a quorum.

Management and support services shall be provided by the Referral and Review Branch, Division of Research Grants, National Institutes of Health.

MEETINGS

The full Initial Review Group shall meet in plenary session, as necessary, as called by the Chair with advance approval of a Government official, who shall approve the agenda. A quorum for the conduct of business by the full Initial Review Group is five members.

Meetings of the study sections will be held approximately three times per year. Meetings are held at the call of the Chair of the study section, with the advance approval of a Government official who shall also approve the agenda. A Government official shall be present at all meetings of the Initial Review Group and of the study sections.

Meetings shall be open to the public unless determined otherwise by the Secretary or other official to whom the authority has been delegated; notice of all meetings shall be given to the public. Meetings shall be conducted and records of the proceedings kept, as required by applicable laws and departmental regulations.

COMPENSATION

Members shall be paid at the rate of \$150 per day, plus per diem and travel expenses in accordance with Standard Government Travel Regulations. Members who are officers or employees of the United States shall not receive compensation for service on the Initial Review Group.

ANNUAL COST ESTIMATE

The estimated annual cost for operating the Initial Review Group, including compensation and travel expenses for members but excluding staff support, is \$468,603. The estimate of annual person-years of staff support required is 10.0 at an estimated annual cost of \$614,506.

REPORTS

An annual report shall be prepared by December 31 for submission to the Secretary through the Assistant Secretary for Health and the Director, NIH, which shall contain, as a minimum, the Initial Review Group's functions, a list of members and their business addresses, the dates and places of meetings, and a summary of the Initial Review Group activities and recommendations made during the preceding year. A copy of the report shall be provided to the Department Committee Management Office.

ESTABLISHMENT DATE

TERMINATION DATE

Continuing


FORMAL DETERMINATION

I hereby determine that formation of the Cell Development and Function Initial Review Group is in the public interest in connection with the duties imposed on the Director, NIH, and that such duties can best be performed through the advice and counsel of such a group.

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I further deem that it is not feasible for the NIH or any of its committees with appointed membership to perform these duties.

APPROVED

 **JAN 3 1994**

Director